

**MINUTES OF THE JONESTOWN CITY COUNCIL REGULAR MEETING HELD
MAY 14, 2020, 7:30 P.M., VIA AUDIO/VIDEO TELECONFERENCE**

Paul Johnson, Mayor Tom Buckle, Mayor Pro Tem, Place 2	Eric Davis (Place 1) Rod Schaffner (Place 3)	Dave Nelsen (Place 4) Linda Bush (Place 5)
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This meeting was closed to in-person attendance by the public. A temporary suspension of the Open Meetings Act to allow telephone or videoconference public meetings has been granted by Governor Greg Abbott. These actions are being taken to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code. Telephonic and videoconferencing capabilities were utilized to allow individuals to address the Council. Email submissions were also accepted. Mayor Johnson read a welcome statement to those attending remotely.

Council Present: Mayor Johnson, Mayor Pro Tem Buckle, Alderman Nelsen, Alderman Davis, Alderwoman Bush.

Absent: Alderman Schaffner.

Staff present: City Administrator Jones, Chief Taylor, Public Works Director Herrera, Development Services Manager Jolly, City Secretary Austin.

A. ITEMS OPENING MEETING

1. CALL TO ORDER, ESTABLISH QUORUM, DECLARE MEETING OPEN

Mayor Johnson announced a quorum present and opened the meeting at 7:30 p.m.

2. PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS: ITEMS OF COMMUNITY INTEREST

(In accordance with Government Code Title 5, Subtitle A, Chapter 551, Sect. 551.0415)

Alderwoman Bush noted the Library remodel is going well and everything looks great.

4. PROCLAMATIONS

a. Motorcycle Safety and Awareness Month

Mayor Johnson read the proclamation declaring the month of May as Motorcycle Safety and Awareness Month. Richard "Woody" Wells, a member of TxDOT's Motorcycle Safety Coalition, expressed appreciation for the City's support and encouraged drivers to be watchful.

5. REPORTS AND UPDATES

a. Council Committee reports:

- Finance Committee: Alderman Nelsen reported on all three committees, noting they all met May 5th. Discussed were purchase of radios for the police department and funding for the Commander position; pay application #9 from Austin Underground; disposal of materials from the wind energy project; scheduling of the 2nd quarter budget review; and FY 2018-2019 audit.
- Planning & Economic Development Committee: Discussion covered final plats for The Hollows Sanctuary Sections 1 and 2; short-term rental applications for 18210

Edna Road, 18220 Sandy Street, and 17743 W. Reed Park Road; long-term mobile food vendor permit application for 18626 FM 1431; request for a variance from the subdivision ordinance at 17746 Reed Park Road; amendment to the zoning ordinance to establish conditional use for farmers/artisans markets; annexation of 19321 Leisure Lane.

- Public Works Committee: A pay application from Austin Underground and flooring replacement in the Community Center were discussed.

B. CITIZEN COMMUNICATIONS

In accordance with the Open Meetings Act, Council is prohibited from discussing (other than factual responses to specific questions) or acting on any items brought before them at this time.

There were no citizen comments.

C. GENERAL BUSINESS AND ACTION ITEMS

CONSENT AGENDA ITEMS:

The Consent Agenda includes routine and non-controversial items that may be acted upon with one single vote. There will be no separate discussion of these items; however, Any Councilmember may request an item be pulled from the Consent Agenda in order that it be discussed and acted upon individually as part of the Regular Agenda.

1. APPROVAL OF MINUTES

April 9, 2020, regular meeting

2. Consideration and possible action to approve a payment over \$10,000 for purchase of two new Motorola APX6500 mobile radios for the Police Department.

Alderman Nelsen moved to approve the consent agenda items, seconded by Mayor Pro Tem Buckle. **The motion passed unanimously.**

REGULAR AGENDA ITEMS:

3. Consideration and possible action to receive and approve the City's audit report for Fiscal Year 2018 – 2019. (Singleton, Clark & Co., PC, presentation by Robert Gattilia, CPA)

Mr. Gattilia presented the audit and reported an unmodified (clean) opinion, with no findings, no issues related to controls or compliance, and no written management comments for the year. He reported the City has 9.7 months of reserves, a very healthy balance, and that level has been stable for the last four years. Council members would like to strive for 12 months of reserves. Alderman Nelsen moved to receive and approve the City's audit report for Fiscal Year 2018 – 2019. Mayor Pro Tem Buckle seconded the motion. **The motion passed unanimously.**

4. a. PUBLIC HEARING to receive public input and consider the proposed annexation of a 0.9466-acre tract of land at 19321 Leisure Lane, Lot 10, Block F, Phase II-B Replat of The Hollows.

Mayor Johnson opened the hearing. There being no one wishing to speak, Alderman Davis moved to close the public hearing. Alderman Nelsen seconded the motion. **The motion passed unanimously.**

b. Consider, discuss and take any action necessary regarding an ordinance annexing the above described territory into the City of Jonestown, Travis County, Texas, and extending the boundary limits of said city so as to include the hereinafter described property within said city limits, and granting to all the inhabitants of said property all the rights and privileges of other citizens and binding said inhabitants by all of the acts, ordinances, resolutions, and regulations of said city; and adopting and approving a service plan agreement; providing for an effective date; repealer; severability; and proper notice and meeting.

Alderman Nelsen moved to approve the ordinance annexing the described property and adopting a service plan agreement, seconded by Mayor Pro Tem Buckle. **The motion passed unanimously.**

- 5. a. PUBLIC HEARING on a request by The Hollows on Lake Travis, LLC, being the owners of 154.689 acres of land located in the J.F. Carlton survey No. 102, Abstract No. 2511, in Travis County, Texas, described by Deed of Record in Document Number 2018024745 Official Public Records, Travis County, Texas, for approval of a final plat to subdivide 22.42 acres of land to be known as "The Hollows (Sanctuary) Section 1" into five (5) single family lots, 1 common area/drainage easement lot, and right of way for a cul-de-sac street.**

Mayor Johnson opened the hearing. There being no one wishing to speak, Alderman Davis moved to close the public hearing. Alderman Nelsen seconded the motion. **The motion passed unanimously.**

b. Consider, discuss and take any action necessary on the above request by The Hollows on Lake Travis, LLC, being the owners of 154.689 acres of land located in the J.F. Carlton survey No. 102, Abstract No. 2511, in Travis County, Texas, described by Deed of Record in Document Number 2018024745 Official Public Records, Travis County, Texas, for approval of a final plat to subdivide 22.42 acres of land to be known as "The Hollows (Sanctuary) Section 1" into five (5) single family lots, 1 common area/drainage easement lot, and right of way for a cul-de-sac street.

Project Manager Robert Long was present and answered Council's questions regarding lot sizes. Mayor Pro Tem Buckle moved to approve the final plat for The Hollows (Sanctuary) Section 1. Alderman Davis seconded the motion. **The motion passed unanimously.**

- 6. a. PUBLIC HEARING on a request by The Hollows on Lake Travis, LLC, being the owners of 154.689 acres of land located in the J.F. Carlton survey No. 102, Abstract No. 2511, in Travis County, Texas, described by Deed of Record in Document Number 2018024745 Official Public Records, Travis County, Texas, for approval of a final plat to subdivide 31.07 acres of land to be known as "The Hollows (Sanctuary) Section**

2" into thirty-three (33) single family lots, 1 common area/drainage easement lot, and right of way for two cul-de-sac streets.

Mayor Johnson opened the hearing. There being no one wishing to speak, Alderman Nelsen moved to close the public hearing. Mayor Pro Tem Buckle seconded the motion. **The motion passed unanimously.**

b. Consider, discuss and take any action necessary on the above request by The Hollows on Lake Travis, LLC, being the owners of 154.689 acres of land located in the J.F. Carlton survey No. 102, Abstract No. 2511, in Travis County, Texas, described by Deed of Record in Document Number 2018024745 Official Public Records, Travis County, Texas, for approval of a final plat to subdivide 31.07 acres of land to be known as "The Hollows (Sanctuary) Section 2" into thirty-three (33) single family lots, 1 common area/drainage easement lot, and right of way for two cul-de-sac streets.

Mr. Long addressed Council's questions about the plat. Council requested that acreage per lot information be provided in the future. Alderman Davis moved to approve the final plat for The Hollows (Sanctuary) Section 2. Mayor Pro Tem Buckle seconded the motion. **The motion passed unanimously.**

7. **a. PUBLIC HEARING to receive public input and consider a request by Michael Clarke for a Conditional Use Permit in accordance with Chapter 14: Zoning Code, Sec. 14.02.081(b)(7) Conditional Uses, of the City of Jonestown Code of Ordinances, for a short-term rental in an R-1 single family residential district at 18210 Edna Road (Lot 152 Jones Bros & Crumley's Lake Sandy Subdivision), Jonestown, Texas.**

Mayor Johnson opened the hearing. There being no one wishing to speak, Alderman Davis moved to close the public hearing. Mayor Pro Tem Buckle seconded the motion. **The motion passed unanimously.**

b. Consider, discuss and take any action necessary on the above request by Michael Clarke for a Conditional Use Permit in accordance with Chapter 14: Zoning Code, Sec. 14.02.081(b)(7) Conditional Uses, of the City of Jonestown Code of Ordinances, for a short-term rental in an R-1 single family residential district at 18210 Edna Road (Lot 152 Jones Bros & Crumley's Lake Sandy Subdivision), Jonestown, Texas.

Council discussed the Planning & Zoning Commission's recommendation and confirmed with staff that the applicant has met all conditions and provided requested documents. Alderman Nelsen moved to approve the request, seconded by Mayor Pro Tem Buckle. **The motion passed unanimously.**

8. **a. PUBLIC HEARING to receive public input and consider a request by Pax Property Group LLC for a Conditional Use Permit in accordance with Chapter 14: Zoning Code, Sec. 14.02.081(b)(7) Conditional Uses, of the City of Jonestown Code of Ordinances, for a short term rental in an R-1 single family residential district for**

property located at 18220 Sandy Street (Lot 651 Blk C Jonestown Hills Unit 5), Jonestown, Texas.

Mayor Johnson opened the hearing. Speaking to oppose this request were: Marilee Pfannstiel, noting the neighborhood petition and letters opposing this request that have been provided to Council; Josie Archer; Laura Fischer; and Don Pfannstiel. Cisco Cardenas, Vacasa management company representative, spoke of the advantages of short-term rentals. Carleton Britt and Paul Britt, co-owners of the subject property, were present and addressed the council. There being no others wishing to speak, Alderman Davis moved to close the public hearing. Alderman Nelsen seconded the motion. **The motion passed unanimously.**

b. Consider, discuss and take any action necessary on the above request by Pax Property Group LLC for a Conditional Use Permit in accordance with Chapter 14: Zoning Code, Sec. 14.02.081(b)(7) Conditional Uses, of the City of Jonestown Code of Ordinances, for a short term rental in an R-1 single family residential district for property located at 18220 Sandy Street (Lot 651 Blk C Jonestown Hills Unit 5), Jonestown, Texas.

After discussion, Mayor Pro Tem Buckle moved to postpone action until the next council agenda. Alderman Nelsen seconded the motion. **The motion passed unanimously.** Mayor Pro Tem Buckle urged Mr. Britt to meet with the neighborhood to work out acceptable conditions that would resolve concerns.

- 9. a. PUBLIC HEARING to receive public input and consider a request by Bellingham Enterprises, LLC, for a Conditional Use Permit in accordance with Chapter 14: Zoning Code, Sec. 14.02.081(b)(7) Conditional Uses, of the City of Jonestown Code of Ordinances, for a short-term rental in an R-1 Single Family Residential District at 17743 W Reed Park Road (Lot 4A Coplins Cove Amended Plat of Lots 4 & 5 Block A), Jonestown, Texas.**

Mayor Johnson opened the hearing. There being no one wishing to speak, Alderman Nelsen moved to close the public hearing. Mayor Pro Tem Buckle seconded the motion. **The motion passed unanimously.**

b. Consider, discuss and take any action necessary on the above request by Bellingham Enterprises, LLC, for a Conditional Use Permit in accordance with Chapter 14: Zoning Code, Sec. 14.02.081(b)(7) Conditional Uses, of the City of Jonestown Code of Ordinances, for a short-term rental in an R-1 Single Family Residential District at 17743 W Reed Park Road (Lot 4A Coplins Cove Amended Plat of Lots 4 & 5 Block A), Jonestown, Texas.

Alderman Nelsen moved to approve the conditional use permit for a short-term rental at 17743 W. Reed Park Road, seconded by Mayor Pro Tem Buckle. **The motion passed unanimously.**

10. a. **PUBLIC HEARING** to receive public input and consider a request by Kermit Belzer for a Conditional Use Permit in accordance with Chapter 14: Zoning Code, Sec. 14.02.081(b)(13) Conditional Uses, of the City of Jonestown Code of Ordinances, for a long-term mobile food vendor in a B-2 Business General district for property located at 18626 FM 1431 (Tract 1: Lot 50A, Replat of Lots 50 & 51 Blk B Jonestown Hills Unit 2 and Lot 52-A Replat Lot 52 & 53 Blk B Jonestown Hills Unit 2, and Tract 2: Lot 54 Blk B Jonestown Hills Unit 2), Jonestown, Texas.

Mayor Johnson opened the hearing. There being no one wishing to speak, Alderman Davis moved to close the public hearing. Mayor Pro Tem Buckle seconded the motion. **The motion passed unanimously.**

- b. Consider, discuss and take any action necessary on the above request by Kermit Belzer for a Conditional Use Permit in accordance with Chapter 14: Zoning Code, Sec. 14.02.081(b)(13) Conditional Uses, of the City of Jonestown Code of Ordinances, for a long-term mobile food vendor in a B-2 Business General district for property located at 18626 FM 1431 (Tract 1: Lot 50A, Replat of Lots 50 & 51 Blk B Jonestown Hills Unit 2 and Lot 52-A Replat Lot 52 & 53 Blk B Jonestown Hills Unit 2, and Tract 2: Lot 54 Blk B Jonestown Hills Unit 2), Jonestown, Texas.

Development Services Manager Jolly provided background on this request to allow food vendor The Wicked Pit to operate on Rumi's property. Planning & Zoning Commission Chair Yakimovicz also provided information on the Commission's recommendation. Mr. Belzer was present to address council questions. Alderman Davis moved to approve the request, seconded by Alderman Nelsen. **The motion passed unanimously.**

11. a. **PUBLIC HEARING** to consider a request by Lora and Dula Rand for a variance from the City of Jonestown Code of Ordinances, Chapter 10 Subdivision Regulation, Section 10.02.086(2)(Q)(i), to allow construction of a swimming pool in the front yard at 17746 Reed Parks Road (Lot 18, Blk B, Grandacres Subdivision), Jonestown, Texas.

Mayor Johnson opened the hearing. There being no one wishing to speak, Alderman Davis moved to close the public hearing. Aldermen Nelsen seconded the motion. **The motion passed unanimously.**

- b. Consider, discuss and take any action necessary on the above request by Lora and Dula Rand for a variance from the City of Jonestown Code of Ordinances, Chapter 10 Subdivision Regulation, Section 10.02.086(2)(Q)(i), to allow construction of a swimming pool in the front yard at 17746 Reed Parks Road (Lot 18, Blk B, Grandacres Subdivision), Jonestown, Texas.

Alderman Davis moved to approve the request for a variance, seconded by Alderwoman Bush. **The motion passed unanimously.**

12. **a. PUBLIC HEARING to receive citizen input and consider action on amendments to Chapter 14, Article 14.02 Zoning Ordinance, Jonestown Code of Ordinances, specifically, Division 1, Section 14.02.005, Definitions; and Division 2, Section 14.02.073 Business-General Commercial District "B-2" and Section 14.02.081, Conditional Use Permits; in order to regulate Farmer's/Artisan Markets.**

Mayor Johnson opened the hearing. There being no one wishing to speak, Alderman Nelsen moved to close the public hearing. Aldermen Davis seconded the motion. **The motion passed unanimously.**

b. Consider, discuss and take any action necessary on an ordinance amending Chapter 14, Article 14.02 Zoning Ordinance, Jonestown Code of Ordinances, specifically, Division 1, Section 14.02.005, Definitions; and Division 2, Section 14.02.073 Business-General Commercial District "B-2" and Section 14.02.081, Conditional Use Permits; in order to regulate Farmer's/Artisan Markets.

Planning & Zoning Commission Chair Yakimovicz provided information on the ordinance and answered council questions. Alderwoman Bush moved to approve the ordinance, seconded by Alderman Nelsen. **The motion passed unanimously.**

13. **Consider, discuss and take any action necessary regarding approval and authorization of payment for Pay Application #9 from Austin Underground, Inc. for the Old Burnet Road Improvement Project for \$146,106.00.**

Alderman Nelsen moved to approve Pay Application #9 from Austin Underground. Mayor Pro Tem Buckle seconded the motion. **The motion passed unanimously.** Council requested the budget graph, schedule and an executive summary be posted on the city website.

14. **Consider, discuss and take any action necessary regarding creation of the Police Department position of Commander and approval of job descriptions for the Commander, Detective and Sergeant positions.**

City Administrator Jones explained the request and responded to council questions. Council requested educational requirements be added to the Commander job description. Alderwoman Bush moved to approve the position and descriptions. Alderman Davis seconded the motion. **The motion passed unanimously.**

15. **Consider, discuss and take any action necessary regarding flooring replacement in the Travis County Rural Community Center.**

This item was pulled from the agenda.

16. **Consider, discuss and take any action necessary regarding final disposal of materials from the Wind Energy Project (DE-EE00000116) remaining in the City's possession. (postponed from the April 9th meeting)**

Mayor Pro Tem Buckle moved to approve final disposal of the wind energy materials. Alderman Nelsen seconded the motion. **The motion passed unanimously.**

D. ADJOURNMENT

Alderman Nelsen moved to adjourn, seconded by Alderman Davis. **The motion passed unanimously.** Mayor Johnson adjourned the meeting at 9:17 p.m.

PASSED AND APPROVED AT A REGULAR MEETING HELD ON JUNE 11, 2020.



A handwritten signature in blue ink, appearing to read "Paul Johnson", is written over a horizontal line.

Paul Johnson, Mayor

ATTEST:

A handwritten signature in blue ink, appearing to read "Rachel Austin", is written over a horizontal line.

Rachel Austin, City Secretary